



FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS  
MEETING MINUTES  
DECEMBER 11, 2014  
BOARD ROOM, 3<sup>RD</sup> FLOOR FALCON CENTER  
1201 LOCUST AVENUE, FAIRMONT, WV

**I. CALL TO ORDER**

**A. Roll Call**

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on December 11, 2014, beginning at approximately 9:00 a.m. in the Board Room, 3<sup>rd</sup> Floor Falcon Center, 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chairman Tucker, Judy Biafore conducted a roll call of the Board of Governors. Present for the meeting were board members Chris Courtney, Bryan Foley, Holly Fluharty, Aaron Hawkins, Bob Mild, John Myers, Mark Pallotta, John Schirripa, Bryan Towns, Ron Tucker, and Frank Washenitz. Dixie Yann participated by conference call. Also in attendance were President Rose and President's Council members Christina Lavorata, Van Dempsey, Kaye Widney, and Rick Porto. Athletic Director, Tim McNeely, Assistant Vice President for Facilities, Tom Tucker, Construction Manager, Stephanie Slaubaugh, and newly elected student representative to the Board of Governors, Kelly Humphreys, also attended.

**B. Public Comment**

Chris Courtney reported that three individuals had signed up for public comment. Those named were: Teresa Palmer representing State Workers, Sue Kelley representing FSU Faculty/AFT, and Chris Barr representing AFT-WV.

Each one spoke of their opposition to the new work schedule FSU Administration presented to the FSU Custodial employees.

**C. Approval of Agenda**

Bob Mild made a motion to approve the agenda. Bryan Foley seconded. The motion passed.

**II. APPROVAL OF MINUTES OF OCTOBER 16, 2014, AND NOVEMBER 13, 2014**

Bryan Foley made a motion to approve the minutes of October 16, 2014, and November 13, 2014, and Aaron Hawkins seconded. The motion passed.

### III. CHAIRMAN'S REPORT

- A. Chairman Tucker announced that FSU has confirmed that Donna Hopkins will be the commencement speaker for May 2015.
- B. He also thanked all the BOG members for their service to the Board this past year.
- C. Chairman Tucker then asked that member Bryan Foley come forward to be recognized for his service and completing his obligation as the student representative to the Board of Governors.
- D. Bryan Foley then introduced Kelly Humphreys, the new student representative to the Board of Governors.

### IV. PRESIDENT'S REPORT

- A. President Rose gave a two minute review of what has happened (on and off campus) since July 1, (2014).

### V. REPORTS AND PRESENTATIONS

- A. Fairmont State Foundation (Will Armistead)

Will Armistead, President of the Fairmont State (FS) Foundation, reported that total assets were \$21,964,000. Of the \$189,000 in revenue received since the beginning of the fiscal year, about \$84,000 was realized gains on investments.

He also stated that they have been working to revise the FS Foundation policies so that scholarship monies are available to the Financial Aid Office sooner which will enable that office to award monies to students sooner.

- B. Construction Project Updates (Stephanie Slaubaugh, Tom Tucker)

Stephanie Slaubaugh, Construction Manager, and Tom Tucker, Asst. VP of Facilities, gave an update on the various projects that are currently underway on campus and at the Gaston Caperton Center in Clarksburg. Weekly updates are available online at:  
<http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

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C. Recognition Campus Police Officers (President Rose and Jack Clayton)

Chief Jack Clayton and President Rose recognized the achievements of C.J. Funk, Jared Martin, and John Nigh by presenting them a certificate and a commendation bar for their dress uniform. Chief Clayton stated that these FSU Campus Police Officers passed the Minimum Standards Training required prior to beginning the duties as a certified officer.

Chief Clayton explained that the training is a rigorous sixteen week course at the WV State Police Academy and requires a lot of commitment from the individuals who participate.

VI. CONSENT AGENDA

Bob Mild moved to accept the following Consent Agenda:

- A. Capital Projects 2015
- B. Approval of Financial Report (Months Ending 7/31/14, 8/31/14, and 9/30/14)

John Schirripa seconded. The motion passed.

VII. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)

Mr. John Myers, Chair of the Academic Affairs/Admissions Committee, stated there were no items to bring forth by the Committee.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Mr. Frank Washenitz, Chair of the Athletic Affairs Committee, stated there were no items to bring forth by the Committee.

IX. BOG OPERATING PROCEDURES COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the BOG Operating Procedures Committee.

X. ENROLLMENT /HOUSING – STUDENT LIFE COMMITTEE (Dixie Yann, Chair)

- A. Dixie Yann, Chair of the Enrollment Committee, asked Kaye Widney, Vice President for Student Services, to provide an update. Ms. Widney provided members with a sample checklist that will be used in Student Services and a spreadsheet of academic areas showing retention rates. She then reviewed the following report which was also distributed to the Board.

FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS ENROLLMENT COMMITTEE SUMMARY  
REPORT

December 11, 2014

*Enrollment Activity Spring 2015:*

- Enrollment for Spring 2015 started in October and continues through the first week of school; we currently have about 5% fewer students scheduled for spring term than we did a year ago.
- Advising is done primarily by faculty with Enrollment Services units providing support to that effort; currently I am looking at the types of registration restrictions that are placed on students in order to determine if we can make any adjustments to our current processes that might eliminate obstacles
- Retention Office has undertaken several initiatives intended to encourage timely registration: campus wide emails, social media push, posting flyers/handbills, information stations in Library and Falcon Center Main Street where staff provided tips on registration process, sent information to all Falcon Family members regarding registration timeframe.
- We have held one Orientation Program for new students entering in Spring 2015 and will have a second one on January 16th.

*Admissions/Recruitment Activities:*

- FSU Fall CVD was held on November 8th and was attended by 805 people (312 students/493 guests). This was our largest Fall CVD to date. 48 applications for admission were submitted at the event.
- Spring CVD will be held on March 28, 2015, and registration is now open.
- Admissions counselors have attended 77 college fairs and conducted 117 campus visits since last full BOG meeting in October
- 53 potential students have attended an Exploration Day event
- Admissions/Recruiting is partnering with Alumni Association to host receptions in 6 locations during April/May
- Inquiries are 10% ahead of last year and admit numbers are 23% higher

*Retention Activities:*

- "Mid Semester Crunch" information sessions were held in Turley lobby October 21-23. 46 students met with professional staff to discuss academic situations (an increase of 11 compared to last spring semester)
- Have developed an online tool that can be used to refer students of concern to Retention Office. The form can be used by parents, other students, or faculty/staff to bring to the attention of Retention staff that a student may be having difficulty. Staff will outreach and refer student to appropriate offices for support.
- Mid-Year Institute will be held on January 2<sup>nd</sup>. This will be outreach session for students who have less than 2.0 overall GPA (on academic probation) and students who have not met academic progress standards for financial aid eligibility
- Falcon Family Association has a total of 668 members.

*Turley Student Services Center Update:*

- Registrar has submitted resignation effective 1/5/2015; interim registrar is Cheri Varkonda who has served as Associate Registrar for two years.
- Student Service units will begin to use a "checklist" to assess the outcome of office interactions.

Dr. Van Dempsey then gave a synopsis of various initiatives the Campus Collaboration for Improvement and Retention Committee had been working on the past several weeks.

**XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)**

Mr. Aaron Hawkins, Chair of the Student Housing Committee, reported that the Committee met recently to discuss and resolve six key points that were a result of the previous Board of Governors' meeting. The results are as follows:

1. The formation of this committee has helped with communication about the construction of the new housing facility with the Board.
2. Issues resolved from last meeting included changing the paint on the exterior of housing complex (at no additional cost).
3. Plans to construct a pathway to provide access from the housing complex to the athletic fields.
4. The pathway will not obstruct the practice field and will cost approximately \$33,000 more than the original quote.

5. Maintenance and long term vision of the new complex--now confident that the design is futuristic and materials are as durable as they can be.
6. Suggested a rendering of the new housing complex to help promote FSU and recruit students. Have a large sign erected on campus to show visitors as well as the community about the upcoming improvement to Campus.

**XII. FINANCE COMMITTEE (Mark Pallotta, Chair)**

Mr. Mark Pallotta, Chair of the Finance Committee, gave an overview of the following items and stated that the Finance Committee had discussed them at their December 1 meeting and approved the items as presented.

John Myers moved to accept the following:

- A. Approval of New Policy #59 – Debt Policy

Aaron Hawkins seconded. The motion passed.

Bob Mild moved to accept the following:

- B. Approval of Independent Auditor's Report

John Myers seconded. The motion passed.

Aaron Hawkins moved to accept the following:

- C. FSU/Pierpont Chargeback Agreement for FY 2015

John Schirripa seconded. The motion passed.

**XIII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)**

Chairman Tucker stated there were no items to bring forth by the Executive Committee.

**XIV. POSSIBLE EXECUTIVE SESSION**

Mark Pallotta made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4-2b” to discuss property issues.

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Bob Mild seconded. The motion passed.

John Myers made a motion to reconvene in open session. Mark Pallotta seconded.  
The motion passed.

There was no vote on any item discussed in Executive Session.

**XV. ADJOURNMENT**

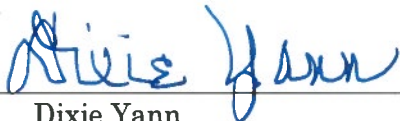
Bryan Towns made a motion to adjourn the meeting. Bob Mild seconded. The  
motion passed.



Ron Tucker

2/19/2015  
Date

FSU Board of Governors' Chairman



Dixie Yann

Date

FSU Board of Governors' Secretary